

Jobs Clerical/Receptionist Staff by County

The following chart indicates the number of clerical staff by County and whether the clerical staff also has responsibility as a receptionist for persons in the lobby/waiting room.

County	Number of Clerical Support	Does Clerical have Lobby Receptionist Duties?
Apache	1	Yes
Coconino	1	No
Cochise	2 (Sierra Vista/Douglas)	Yes for both
Gila	0	N/A
Graham	1	No
Greenlee	0	N/A
La Paz	0	N/A
Mohave	0	N/A
Maricopa	11	2* Yes
Pima	7	4* Yes
Pinal	1	Yes
Navajo	0	N/A
Santa Cruz	1	No
Yavapai	0	N/A
Yuma	1	Yes

**In Maricopa County, 2 of the 11 clerical staff have receptionist responsibilities (at the Indian School and East Thomas offices); In Pima County, 4 of the 7 clerical staff have receptionist responsibilities*

NOTE: The current Jobs Program has a very high vacancy rate and does not have all of these FTE positions filled. The chart below depicts the staffing levels that would be in place by county if there were no vacancies.